



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 03/22/2021

Consent Agenda

1. Consideration of a motion approving March 8, 2021 Council Minutes
2. Claims Resolution in the amount of \$486,327.01
3. Consideration of a new Class 'E' Liquor and Sunday Sales permit for H & S Store LLC dba Super Mart
4. Consideration of a new Cigarette Permit for H & S Store LLC dba Super Mart

Resolutions

5. Consideration of a Resolution finally approving and confirming plans, specifications, form of contract and estimate of cost for the Oelwein 2021 Water Main Improvements Project
 1. Council will now approve the plans for the Water Infrastructure project. Council accepted the bid last meeting. The City Administrator recommends approving the resolution.
6. Consideration of a Resolution awarding contract for the Oelwein 2021 Water Main Improvements Project
 1. Council will now enter into an agreement with Summer for the Water Infrastructure project. Council accepted the bid last meeting. The City Administrator recommends approving the resolution.
7. Consideration of a Resolution approving contract and performance and/or payment bonds for the Oelwein 2021 Water Main Improvements Project
 1. Council will now approve the bonds for the Water Infrastructure project. Council accepted the bid last meeting. The City Administrator recommends approving the resolution.
8. Consideration of a Resolution Directing the Sale of the City's Interest in 17 5th Avenue SE, Oelwein, Fayette County, Iowa
 1. This property owner will expand their 50-foot lot with another 50 foot lot. The City Administrator recommends approving the resolution.
9. Consideration of a Resolution Reinstating Online Fees for Utility Bill Payments
 1. The City suspended electronic transition fees on the utility bills because city hall was closed to the public. City Hall will open in April. The City Administrator recommends approving the resolution.
10. Consideration of a Resolution Establishing Collective Bargaining and Nonunion Salaries for City Employees



1. The City Administrator is tasked with setting wages and salaries for staff. Police Union is negotiated along with public works and is on year four of a five-year contract. Both contracts are set for three percent in 2021-2022. Hourly employees are at a three percent increase in the resolution presented. Department heads are negotiated with the City Administrator and based on performance reviews. No wages are over four percent for the year 2021-2022. The City Administrator is set at three percent and can be adjusted during the evaluation process. The City Administrator recommends approving the resolution.

Motions

11. Consideration of a motion to set a Public Hearing for April 12, 2021 at 6:00 P.M. on Notice of Intent to apply for financial assistance with the USDA Rural Development for Oelwein Police Department Heating and Cooling System and Oelwein Fire Department Aerial Fire Truck Apparatus
 1. The City is working toward a grant to repair the heating and cooling system for the Police Station. This public hearing starts the process for the grant.
12. Consideration of a motion approving an amendment for engineering services in the amount of \$9000.00 for Oelwein Industrial Park 3rd Addition Utility Improvements
 1. This is the final payment for work on the industrial park. This closes out the project. The City Administrator recommends approving the payment.
13. Consideration of a motion to purchase Replacement Dump Box in the amount of \$19,610.00
 1. This item has been discussed in work sessions with council. Vic Kane has provided the recommendation and bids. The City Administrator recommends approving the purchase.
14. Consideration of a motion to purchase skid steer in the amount of \$68,361.76
 1. This item has been discussed in work sessions with council. Vic Kane has provided the recommendation and bids. The City Administrator recommends approving the purchase.
15. Consideration of a motion to purchase dump truck and snow plow equipment in the amount of \$136,715.00
 1. This item has been discussed in work sessions with council. Vic Kane has provided the recommendation and bids. The City Administrator recommends approving the purchase.
16. Consideration of a motion to purchase wheel loader in the amount of \$131,500.00
 1. This item has been discussed in work sessions with council. Vic Kane has provided the recommendation and bids. The City Administrator recommends approving the purchase.
17. Consideration of a motion to purchase snow blower attachment and heavy duty pallet fork in the amount of \$7,172.72
 1. The Parks department would add two pieces of equipment to help at parks and cemetery. Funds for this unbudgeted item would come from selling the parks skid loader. Josh Johnson has provided a



recommendation. The City Administrator recommends approving the purchase.

18. Consideration of a recommendation from Planning, Finance, Enterprise and Economic Development re: Williams Center for the Arts Hotel/Motel Funding Application
19. Consideration of a motion to set date for Spring Clean Up
 1. The City Administrator recommends using the ticket system this year as 253 \$5.00 bulk item stickers were sold last year. In 2019 the spring cleanup brought in 179 people. In 2019 we had 20 open nuisance abatements for trash and none of them used the spring cleanup.